

## Quarterly Staff Report

12/10/2015

### Activities:

An orientation was held for the new members of the Oversight Committee in November. The orientation covered the history of the Program and the documents establishing its operations. This should be a useful background for the discussion on the future direction of the Program.

Unfortunately, it has not been possible to find a date when all the OSC members can attend this discussion and we are now looking at February for a possible date.

A workshop was held in early October to provide capital project funders with information about establishing nonprofit centers. The workshop was well attended and there was useful discussion but no follow up was requested of the Pre-Development Program.

An initial meeting has been held with Tlingit Haida Housing Authority about a joint training program for tribes interested in developing housing projects in Southeast. This may be a prototype for similar training sessions with other tribes around the state, as suggested by the Oversight Committee.

Program staff and its consultants attended a meeting of the DVSI Deferred Maintenance Project Steering Committee in November. We reported to the Committee that project costs are higher than originally estimated and it may be necessary to cut some of the work. We recommended that cuts be made on the basis of the type of work needed (life/safety, building integrity, comfort) rather than across the board cuts. The Steering Committee asked for additional information prior to making a decision. We also met with the Alaska Network on Domestic Violence and Sexual Abuse at the quarterly meeting to inform them of the need for a reduction in scope unless additional funding is acquired.

**Workload:**

We are seeing an increase in the number of organizations applying to the Pre-Development Program, despite the general recognition that capital funding will be hard to acquire. The Oversight Committee is reviewing each applicant to ensure there is a likelihood of capital funding before accepting projects. Two projects were accepted recently (The Children's Placen the American Bald Eagle Foundation). At least nine more are currently under consideration or likely to apply in the near future.

Four projects were completed this quarter. CCS Early Learning completed a partial remodel of a building they recently purchased as an interim location for their administrative staff. Central Peninsula General Hospital made a decision to purchase a building evaluated by Pre-Development to serve as transitional housing for youth completing its substance abuse treatment program. The Food Bank of Alaska proceeded with purchase of property in the Valley for a warehouse, after an assessment by Pre-Development. And HeartReach issued an RFP for design/build of a replacement facility, bsased on Pre-Development's plans.

The DVSI project continues to utilize a significant portion of our consultants' (and staff's) time. We have also been asked to assist the LKSD with replacement of the facility that burned down recently. If this is accepted, it will require an intensive effort by our consultants. It is also possible that the Clithroe replacement project will become active in the near future. We are therefore busy and potentially near capacity for the next several months.

**Finances:**

The budget report contains income and expenses through the month of October. .

Expenses are slighty over budget at 105%. This is primarily due to expenses associated with the DVSI project and these will decline over the next quarter so expenses should be back on budget.

The revenue statement does not include funds carried over from FY 15, which total \$190,648. Invoices have been submitted to AMHTA, the Denali Commission, and Mat-Su Health Foundation for FY 15 funding. An invoice will be submitted to the Rasmuson Foundation shortly.

# PRE-DEVELOPMENT PROGRAM WORKLOAD DATA

12/10/15

## ACTIVE PROJECTS

Organization	Location	Project	Status			
			Capacity	Program	Plans	Funding
Alaska Center for the Blind	Anchorage	Facility Improvements				
Bird TLC	Anchorage	Flight Pens and Master Plan				
American Bald Eagle Foundation	Haines	Replacement of Mews				
Covenat Youth of Alaska	Anchorage	Student Housing				
Congregation Beth Shalom	Anchorage	Senior Housing				
Homer Non Profit Center	Homer	New Office Building				
Mat-Su Borough	Willow	Library Expansion				
Northern Susitna Institute	Talkeetna	New Facility				
Seldovia Village Tribe	Anchor Point	New Clinic				
Skagway Municipality	Skagway	Senior Housing				
Sitkans Against Family Violence	Sitka	Shelter Expansion				
The Children's Place	Wasilla	Replacement Facility				
Tok Library Association	Tok	Library Expansion				
Valley Performing Arts	Wasilla	Theatre Expansion				

## SPECIAL PROJECTS

Organization	Location	Project	Service
Denali Commission	Statewide	Energy Audits	Study
Rasmuson Foundation	Statewide	Domestic Violence Initiative	Design/Const.
Denali Commision/Rasmuson	Fairbanks	Energy Audits	Processing
Alaska Mental Health Trust	Anchorage	Clithroe Replacement	Planning

## PROJECTS ON HOLD

Organization	Location	Project
Alaska Pacific University	Anchorage	Counseling Center
Nine Star	Anchorage	Consolidate Facilities
Catholic Social Services	Anchorage	Replacement Facility
Christian Health Assoc.	Anchorage	Re

## APPLICATIONS PENDING

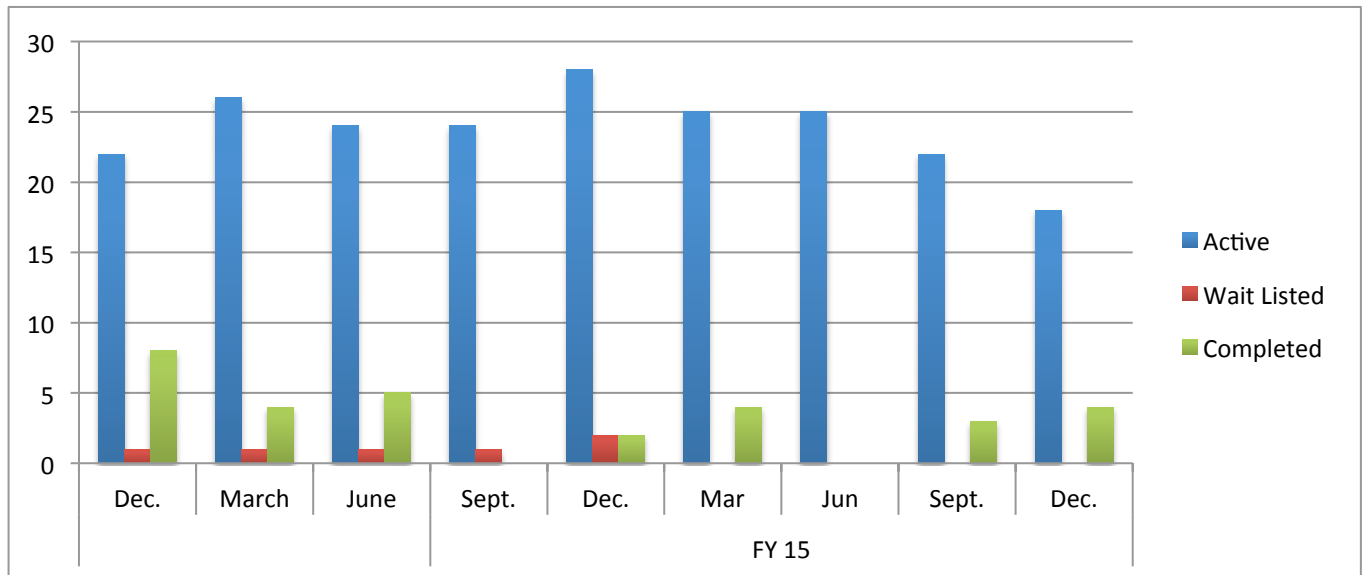
Organization	Location	Project
City of Wasilla	Wasilla	Bus Barns
The Consumer Web	Anchorage	Replacement Facility
LKSD School Replacement	Bethel	School Replacement
Set Free Alaska	Wasilla	Substance Abuse Treatment Ctr.
Sitka Summer Music Festival	Sitka	Remodel

CCS Alaska  
 Knik Tribal Offices  
 ANSEP  
 REACH

Wasilla  
 Wasilla  
 Anchorage  
 Juneau

Remodel  
 New Construction  
 Facility Expansion  
 Remodel

# **PROJECT DATA FOR THE PAST THREE YEARS**



**The Foraker Group**  
**Predevelopment Program**  
**Project to Date Through October**

	FY 2016					FY 2015				
	Actual thru October	Budget October	Actual vs. Budget	% Actual vs. Budget		Actual thru October	Budget October	Actual vs. Budget	% Actual vs. Budget	
Revenue:										
Denali Commission	\$0	\$ 50,000	\$ 50,000	0%		0	\$ 100,000	\$ 100,000	0%	
AMHTA	\$0	\$ 100,000	\$ 100,000	0%		\$150,000	\$ 100,000	\$ (50,000)	150%	
Rasmuson Foundation	\$0	\$ 100,000	\$ 100,000	0%		\$0	\$ 100,000	\$ 100,000	0%	
Mat-Su Health Foundation	\$0	\$ 50,000	\$ 50,000	0%		\$150,000	\$ 50,000	\$ (100,000)	300%	
Total Revenue	\$0	\$ 300,000	\$ 300,000	0%		\$300,000	\$ 350,000	\$ 50,000	86%	
Expenditures:										
Salary and Benefits	\$82,826	\$ 83,333	\$ 508	99%		\$84,671	\$88,500	\$ 3,829	96%	
Travel	\$9,116	\$ 8,333	\$ (783)	109%		\$9,805	\$8,333	\$ (1,472)	118%	
Training & Conferences	\$0	\$ 667	\$ 667	0%		\$0	\$667	\$ 667	0%	
Mileage	\$0	\$ 167	\$ 167	0%		\$0	\$667	\$ 667	0%	
Rent	\$2,470	\$ 1,667	\$ (803)	148%		\$2,304	\$2,000	\$ (304)	115%	
Supplies	\$263	\$ 667	\$ 404	39%		\$0	\$667	\$ 667	0%	
Printing	\$275	\$ 100	\$ (175)	275%		\$28	\$100	\$ 72	28%	
Telephone	\$1,028	\$ 833	\$ (195)	123%		\$993	\$667	\$ (326)	149%	
Dues and subscriptions	\$771	\$ 500	\$ (271)	154%		\$578	\$1,000	\$ 422	58%	
Meals, catering and events	\$236	\$ 833	\$ 598	28%		\$287	\$833	\$ 546	34%	
Sub-Total	\$97,086	\$ 97,100	\$ 14	100%		\$98,666	\$103,433	\$ 4,767	95%	
Indirect costs	\$16,505	\$ 14,565	\$ (1,940)	113%		\$16,773	\$15,515	\$ (1,258)	108%	
Core	\$113,591	\$ 111,665	\$ (1,926)	102%		\$115,439	\$118,948	\$ 3,509	97%	
Technical assistance	\$91,742	\$ 125,000	\$ 33,258	73%		\$70,822	\$128,052	\$ 57,230	55%	
Project Management	\$32,410	\$ 41,251	\$ 8,842	79%		\$37,427	\$76,667	\$ 39,239	49%	
Mat-Su Technical Assistance	\$14,061	\$ 12,084	\$ (1,977)	116%		\$19,319	\$17,667	\$ (1,652)	109%	
Mat-Su Project Management	\$10,615	\$ 10,000	\$ (615)	106%		\$1,145	\$8,667	\$ 7,522	13%	
Services	\$202,896	\$ 188,335	\$ (14,561)	108%		\$128,713	\$231,052	\$ 102,339	56%	
Total expenditures	\$316,486	\$ 300,000	\$ (16,486)	105%		\$244,152	\$350,000	\$ 105,848	70%	